

Port Washington, WI  
August 11, 2011

The Public Safety Committee met in Room 240 at the Justice Center.

Present: Supervisors Szatkowski, Slater, Walker, and Meyer (8:43am). Staff: County Administrator Meaux, Sheriff Straub, District Attorney Gerol, Captains Johnson and Guss, Clerk of Courts M. Mueller, Chief Deputy Clerk of Courts C. Mueller, Administrative Support Supervisor Mihalko, Deputy Register in Probate Salamone, DA Office Services Supervisor Marx, Business Manager Nelson and Sheriff's Secretary Lazar.

Others present: Port Washington Fire Chief Mark Mitchell

Absent: Supervisors Niehaus and Curtis

Call to Order/Proper Notice: Meeting called to order by Chairperson Szatkowski at 8:30AM. Assurance that the meeting was properly noticed, so noted by Ms. Lazar.

Chairperson Szatkowski moved ahead in the agenda until a quorum could be established.

Budgeting for Outcomes 2012 - Finance Director: Mr. Lamb explained that over the last few years the County has been moving in a direction to change our budget to budgeting for outcomes. Leading up to this effort the County has created a five-year capital plan, prioritized all of the departments cost centers and services, and a strategic plan county-wide was done, among other things. This is the year to consolidate all of the different aspects and move to budgeting for outcomes. Every department will have mission and vision statements, a list of key objectives, and service measurements which show efficiency and efficacy. Discussion and questions followed.

8:43AM Supervisor Meyer in attendance.

Chairperson Szatkowski reverted back to the order of the agenda now that a quorum has been established.

Adoption of Agenda: Motion made by Supervisor Slater, seconded by Supervisor Walker to adopt the agenda as revised. All members present voting aye. Motion carried. (4-0)

Public Comments/Correspondence/Communications: There were none.

Approve Minutes from the July 6 and July 14 Meetings: Motion made by Supervisor Walker, seconded by Supervisor Meyer to approve the July 6 and 14 minutes as submitted. All members present voting aye. Motion carried. (4-0).

Clerk of Courts:

Discussion Item:

Review of 2012 Proposed Budget: Ms. M. Mueller highlighted the changes in the proposed budget; \$34,000 reduction in expenditures, a reduction of revenue by the State of \$38,000, and a reduction of criminal and traffic forfeitures filed, which directly reduces the income potential. Proactively a reduction of staff was taken in 2011 to reflect the changes. Ms. Mueller reviewed positive steps that are being undertaken in the office for recouping old debt and accountability. Discussion and questions followed.

Chairperson Szatkowski requested that Ms. Mueller bring back an action item next month with a recommendation of a reasonable fee to be paid to jurors.

Management/Financial Report: The report was included in the packet. There were no further questions.

Coroner:

Discussion Item:

Review of 2012 Proposed Budget: Chairperson Szatkowski commented that she is unsure why there is an increase in salaries and expenditures. Coroner Holichek was not in attendance to answer questions.

Management/Financial Report: The report was included in the packet. There were no further questions.

District Attorney:

Discussion Item:

Review of 2012 Proposed Budget: Mr. Gerol explained the need for file storage which he has included in 2012 budget for a capital outlay of \$10,000. This would begin the process of increasing the file storage area by moving stationary shelf systems to mobile. The department will be moving strongly toward digital but unsure of efficient use of time to scan old files. Discussion on space needs at the Justice Center. Discussion and questions followed.

Management/Financial Report: Reports included in the packet. There were no further questions.

9:17AM County Clerk Winkelhorst joined the meeting.

Sheriff's Department:

Action Items:

Review/Approve Resolution for Mutual Aid Box Alarm System (MABAS) Agreement for Rescue Boat and Hazardous Material Response: Chief Mitchell explained that the Mutual Aid Box Alarm System (MABAS) was adopted by the State as an organized plan of mutual aid. MABAS is a mutual aid measure that may be used for deploying fire, rescue and emergency medical services personnel in a multi-jurisdictional and/or multi-agency response. The fire service in Wisconsin utilizes the MABAS response system to muster assistance in time of need. All Ozaukee County Fire Departments participate in the program; by having Ozaukee County participate in the MABAS program it will allow seamless activation of the rescue boat and Hazmat team to serve the citizens of Ozaukee County. There is no cost to the County.

Chief Mitchell noted that there is a separate document, the MABAS Agreement that needs to be reviewed as well. That wasn't included in the packet today but is referenced in the resolution.

Motion made by Supervisor Meyer, seconded by Supervisor Walker to approve the resolution for the County to join the Mutual Aid Box Alarm System. All members present voting aye. Motion carried. (4-0) This will move forward to the County Board for final approval.

Review/Approve Budget Amendment – WI Office of Justice Assistance Grant #8907 – 2010 Urban Area Security Initiative (UASI) Mass Causality Incident (MCI) Trailer and Medical Supplies: Funds will be used to purchase a Mass Causality Incident (MCI) trailer and medical supplies. The trailer will be available for regional use and will be housed at Cedarburg Fire Station #2. Chairperson Szatkowski inquired as to who would be responsible for the maintenance. Chief Mitchell explained that this was presented to the new Emergency Medical System (EMS) Advisory Board. A subcommittee will be established for maintenance and inventory of supplies. The EMS Advisory Board has worked out an agreement with the hospital to be able to rotate supplies so that nothing will expire. The grant was written for the Association of Fire Departments throughout Ozaukee County and the funding will be through the grant. This budget amendment is the request to release the funds.

Motion made by Supervisor Meyer, seconded by Supervisor Slater to approve the increase of revenue budget amendment from the WI Office of Justice Assistance Grant #8907 in the amount of \$45,000. All members present voting aye. Motion carried. (4-0) This will move forward to the Finance Committee for approval.

Sheriff Straub requested to move ahead in the agenda while Ms. Lazar compiles the scores from the interviews for the certification of the eligibility list. There were no objections.

Discussion Item:

Review of Proposed 2012 Budget: Sheriff Straub reviewed the budget noting an increase in five personnel in Dispatch. He has received several inquiries over the last few months to provide emergency medical dispatch. The County has wanted to provide central dispatch for all the municipalities in the county. If the County wants to foster doing that, we need to have the best, most efficient, highly trained staff to handle all emergencies. Discussion on emergency medical and central dispatch.

Sheriff Straub reviewed the Capital Improvement Plan for the next five years.

Chairperson Szatkowski reverted back to the order of the agenda.

Action Items cont.

Review/Approve Certification of the Deputy Sheriff – Jail Division Eligibility List: Sheriff Straub stated that there are three vacancies that he is hoping to fill from this list. Captain Johnson explained that the persons on the list all achieved 70% or higher on the written test and overall score on the oral interview. The certified list is as follows:

Rory Cattelan	Score 81.999	Ranking #1
Matthew Haas	Score 81.833	Ranking #2
Chad Baumgart	Score 80.832	Ranking #3
Bryan Parker	Score 80.583	Ranking #4
Bryan Kowalefski	Score 79.833	Ranking #5
Thomas Lichtensteiger	Score 78.833	Ranking #6
Matthew Geracie	Score 77.999	Ranking #7
Amy Muehlbach	Score 77.999	Ranking #7 (tied for 7 <sup>th</sup> )
David Aamodt	Score 77.249	Ranking #8
Kathryn Minaghan	Score 76.999	Ranking #9
Scott Fletcher	Score 76.333	Ranking #10
Melissa Traugott	Score 75.499	Ranking #11
Ashley Koller	Score 74.999	Ranking #12

Motion made by Supervisor Walker, seconded by Supervisor Slater to approve certification of the Deputy Sheriff – Jail Division eligibility list. All members present voting aye. Motion carried. (4-0)

Management/Financial Reports:

Sheriff's Report: Sheriff Straub commented on the process that was completed regarding the Sheriff's Deputies.

Captain Guss referenced the Dispatcher vacancy.

Management/Financial Reports: Reports included in the packet. There were no further questions.

Training and Conference Reports: Reports were submitted and approved.

Next Meeting Date: Thursday, September 8, 2011 at 8:30AM

Adjournment: Motion made by Supervisor Meyer, seconded by Supervisor Walker to adjourn. All members present voting aye. Motion carried. (4-0)

Meeting adjourned at 10:15AM

*Michele Lazar, Secretary to the Sheriff*

*Julianne B. Winkelhorst, County Clerk*